

**Commissioners of St. Mary's County Meeting Minutes (Tuesday, March 29, 2022)**  
*Generated by Julie Burch on Wednesday, March 30, 2022*

**Members present**

Commissioner President James R. Guy  
Commissioner Eric Colvin  
Commissioner Michael L. Hewitt  
Commissioner Todd B. Morgan  
Commissioner John E. O'Connor  
David Weiskopf, Interim County Administrator  
ALisa Casas, Communications Director, Public Information Office

Commissioner President Guy called the business meeting of the Commissioners of St. Mary's County to order at 9:00 a.m. in the Chesapeake Building Meeting Room, Governmental Center.

**Approval of Consent Agenda**

I move to approve the Consent Agenda, which includes the Minutes of March 22, 2022, as presented.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**2. COMMENDATIONS**

Commendations were presented to:

- A. Major Michael Merican Retirement
- B. Captian Richard Gray Retirement
- C. Sergeant Mark Porter Retirement
- D. Corporal Earl Young Retirement
- E. Corporal Ralph Butler Retirement

**3. MAIN AGENDA ITEM**

**A. DEPARTMENT OF INFORMATION TECHNOLOGY** - Request for a Public Hearing - Cable Franchise Agreement

I move to approve and authorize the Information Technology Department to schedule a morning Public Hearing on the renewal of the Comcast Cable Franchise Agreement.

Motion by Commissioner Eric Colvin, second by Commissioner John E. O'Connor.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**B. DEPARTMENT OF FINANCE - FY2023 Operating - Approval and Execution of the FY2023 Recommended Budget for Public Hearing**

**MOTION 1:** I move to approve the FY2023 Recommended Budget as presented, and execute the related documents.

Motion by Commissioner John E. O'Connor, second by Commissioner Eric Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**MOTION 2:** I move to authorize the Finance Department to schedule a public hearing on Tuesday, April 26, 2022, on the Constant Yield Tax Rate.

Motion by Commissioner Eric Colvin, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**MOTION 3:** I move to authorize the Finance Department to schedule a public hearing on Tuesday, April 26, 2022, on the St. Mary's County Fee & Charges increase.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Eric Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**MOTION 4:** I move to authorize the Finance Department to schedule a public hearing on Tuesday, April 26, 2022, on the FY2023 Recommended Budget.

Motion by Commissioner John E. O'Connor, second by Commissioner Eric Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**4. COUNTY ADMINISTRATOR**

**A. DRAFT AGENDAS FOR APRIL 5 AND 12, 2022.**

**B. PUBLIC INFORMATION OFFICE - Community Engagement Software Purchase**

I move to approve the purchase of Community Engagement Software and authorize the Commissioner President to sign any related documents.

Motion by Commissioner Todd B. Morgan, second by Commissioner Eric Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**C. DEPARTMENT OF HUMAN RESOURCES - Contract Award - Trust and Custody Services**

I move to approve the award of a four (4) year base term contact with (2) additional four (4) year options renewable by mutual agreement on the anniversary date of the contract award date, with a potential for 12 years in total; to Principal Custody Solutions, with authorization for the C.F.O./Procurement Officer and Board member Jeannett Cudmore to execute the related documents.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Todd B. Morgan.  
Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**D. DEPARTMENT OF FINANCE - Approval of Nonrecurring Costs to the Maryland State Department of Education**

I move to approve the schedule of nonrecurring and other unique one-time costs to the Maryland State Department of Education for FY2023 and authorize the Commissioner President to execute the related documents.

Motion by Commissioner John E. O'Connor, second by Commissioner Eric Colvin.  
Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**E. DEPARTMENT OF FINANCE - Realign and Close out Projects to FIN22 Capital Reserve**

I move to approve the Budget Amendments returning \$737,100 to the FIN22 Capital Reserve and reducing it by the same amount for the Mechanicsville Elementary School Limited Renovation and authorize the Commissioner President to sign the related documents.

Motion by Commissioner John E. O'Connor, second by Commissioner Michael L. Hewitt.  
Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**F. DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION - FY 2023 MDOT Transportation Priority Letter Transmittal**

I move to approve the FY 2023 MDOT Transportation Priority Letter and authorize the Commissioner President to sign the St. Mary's County MDOT Transportation Priorities letter and transmit to the Maryland Department of Transportation Secretary Ports.

Motion by Commissioner John E. O'Connor, second by Commissioner Eric Colvin.  
Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**G. DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION - Airport Grant Application**

I move to approve and authorize the Director of Public Works and Transportation to sign and forward the grant application to the Federal Aviation Administration and to authorize the Commissioner President to sign the grant agreement consistent with the grant application upon receipt.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Morgan, O'Connor

**H. DEPARTMENT OF AGING AND HUMAN SERVICES - FY2023 Retired and Senior Volunteer Program (RSVP) Grant Award (Year 1 of 3) Notification of Grant Award**

I move to approve the Retired and Senior Volunteer Program (RSVP) (Year 1 of 3) FY2023 grant award, project #US2310 from the Corporation for National and Community Service/AmeriCorps Senior on behalf of the Department of Aging & Human Services in the amount of \$124,984 total; \$50,000 Federal; \$37,495 Required County match; and \$37,489 Additional County Funds, to continue the volunteer program and authorize the Commissioner President to execute related documents.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioner Presidents Guy, Colvin, Hewitt, Morgan

Not Present at Vote: Commissioner O'Connor

**5. LEGISLATION**

**A. OFFICE OF THE COUNTY ATTORNEY - Legislative Updates**

**Present:** John Houser Assistant County Attorney

The following bills were discussed: SB 760 - Property Tax Exemption - Religious Group or Organization - Third-Party Leases; HB 325/SB 250 – State Procurement - Payment Practices; and HB 1187 Transportation – Highway User Revenues – Revenue and Distribution. Also discussed were Congressional Redistricting, Legislative Redistricting, and the effective date of HB 670 – Maryland Police Accountability Act of 2021 - Police Discipline and Law Enforcement Programs and Procedures that was signed into law in 2021.

**6. COMMISSIONERS' TIME**

The Commissioners highlighted events attended over the past week and provided general comments.

**7. ADJOURN**

The meeting adjourned at approximately 11:55 pm.

Minutes approved by the Commissioners of St. Mary's County on April 5, 2022.

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JB

Julie Burch, Senior Admin Coordinator